

Annual Report

new bedford free public library/fiscal year 1974-75

THE BOARD OF TRUSTEES

Chairman - Mayor John A. Markey

Vice-Chairman - Mrs. Richard Hodge

Mrs. Philip Barnet
Rev. Constantine S. Bebis
*Mr. Ronald J. Dow
Mrs. Mary Duarte

Mrs. Rose Ferreira
Dr. James R. Hayden
Mrs. Constance Mello
* Rev. John J. Smith

DIRECTOR

Laurence H. Solomon

*Resigned 1975



Digitized by the Internet Archive
in 2022 with funding from
Wilks Fund

<https://archive.org/details/annualreportoftr1975free>

NEW BEDFORD FREE PUBLIC LIBRARY

ANNUAL REPORT

Fiscal Year 1974-75

Our 1974-75 library year has been one continuing struggle against rising prices. In common with the rest of the Commonwealth we have instituted severe economies in the use of fuel and electricity and still found ourselves spending 54% over the previous year.

On the brighter side we received money from the Model Cities Administration for books and other library materials, and a grant from the Bureau of Library Extension for outreach services to the Spanish speaking to be focused through our Howland Green Branch. A Bicentennial Grant in the amount of \$4,000 for the restoration of Whaling Logbooks and other records was received, as well as a Restoration Grant to initiate an ongoing restoration program to preserve our many valuable pictorials and documents.

One other application which did not receive funding was in support of a cooperative project to list the combined holdings of seventeen public, high school, community college and university libraries in the area. This was staffed through the C.E.T.A. federal employment program but the funds necessary for the coordination, printing and travel were not forthcoming.

The year was also marked by retirements of two long-term and valuable employees, Miss Charlotte Nye, Children's Librarian, and Mrs. Frances Sanderson, Assistant Cataloger. Their knowledge and guidance will be missed by all in the system. The library system was fortunate to secure the services of Mrs. Virginia Egan who has juvenile and branch experience in Cincinnati and Boston.

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

The Casa da Saudade was granted larger quarters through the provisions of the Community Development Act. Planning and preparation proceeded during the latter portion of the year. This Branch is expected to relocate in the Fall of 1975 into approximately 5,000 square feet of space which will permit them to conduct meetings and instructional sessions, of benefit to the immigrant, in addition to their regular activities.

Outreach

In addition to our Outreach efforts is our cooperation with the YWCA in their Friendly Visitors Program. Miss Pauline Bolduc worked hard to make contact with the YWCA and other agencies to set up visits to the homebound and to nursing homes. The Council on Aging has been helpful and plans to do more. The YWCA hires Senior Aides who browse the library for books, magazines, records and cassettes to take on their visits. With a larger and larger percentage of the city population being older people this type of service is more and more in demand.

Public Use of the Service

The use of the library services by the public, as reflected in our circulation statistics rose over last year by 3.75%; this small percentage increase has remained steady over the last five years. The individual outlets of the system varied in the amount of material issued, but except for the northern branch which was closed for a week in order to be remodelled, all were close to this percentage. The effect of the 18-month year distorts the statistics because 1972 and 1973 were calendar years. However, the figures for 1974-75 necessarily include a complete 12-month period, half of 1974 and the first of 1975.

Because the library is the resource center for the region the Reference Department is subject to considerable pressure. The number of queries received rose 10%

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

over 1973 and rose 26% over 1972 to a total of 14,540! The Interloan Department experienced a similar increase, in that the number of requests rose from 2,676 to 3,831. Requests are expected to rise to over 4,600 next year.

2,076 people viewed the 58 film programs at the Central Library during the year. In addition juvenile and adult showings were held at various branches and by the Juvenile Department. These drew 3,672 people. Our projectors have an active and useful life at the various service outlets of the library system and are also loaned out to service clubs, civic groups and other libraries throughout the region.

The Genealogy and Melville Whaling Rooms continued to be busy. Nearly 6,000 people used these facilities during the year; of these over 2,500 referred to the microfilmed New Bedford newspapers and Whaling Records. Indexing of genealogical and New Bedford memorabilia was continued, and the older City Directories were microfilmed through the courtesy of the Director of the International Marine Manuscript Archives of Nantucket, Douglass Fonda, who kindly left the equipment in the library after he had finished photographing the Melville Room Whaling index. The library published the story of the Ansel Gibbs' final voyage written by a crew member, "George Wales", as a further contribution to the history and folklore of whaling.

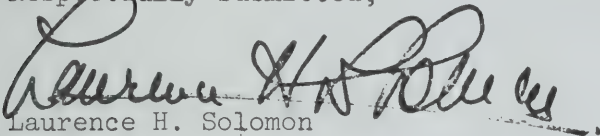
The Trustees' Committee on Policy worked hard with the Director to produce a viable policy statement that would reflect today's conditions and services. The roles of the Board and the Administrative staff were clarified during the discussions so that a smoother working relationship was achieved.

The City of New Bedford is continuing to combat the erosion of the tax base and the effects of the depression. Since the economic conditions of the City necessarily affect the library, our year was marked by a continuing effort to hold the line on operating costs and still maintain our high standard of service.

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

Statistical and fiscal tables follow. Short summaries of departmental activities are attached as appendices to this report.

Respectfully submitted,


Laurence H. Solomon
Director

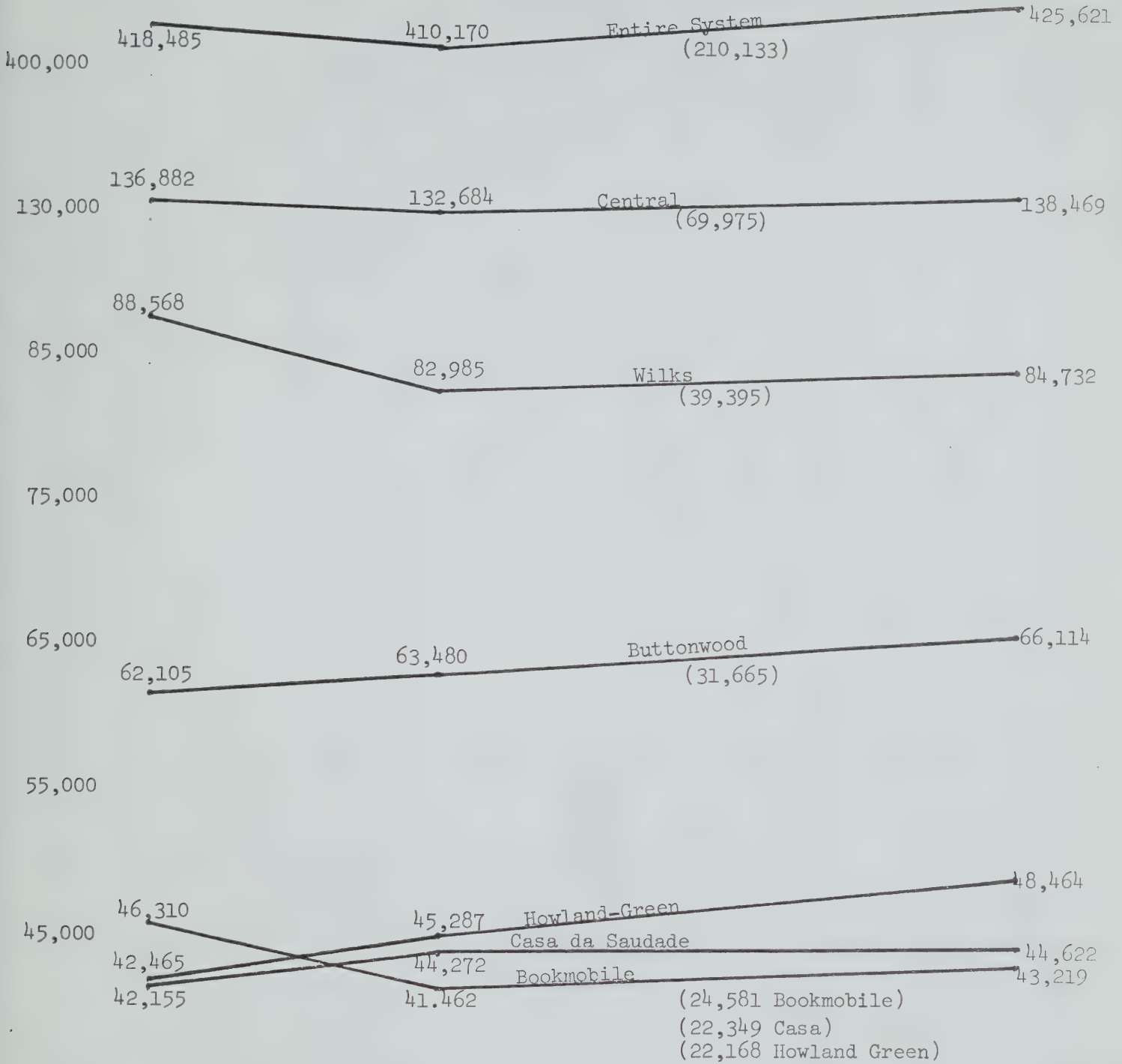
CIRCULATION COMPARISON

1972

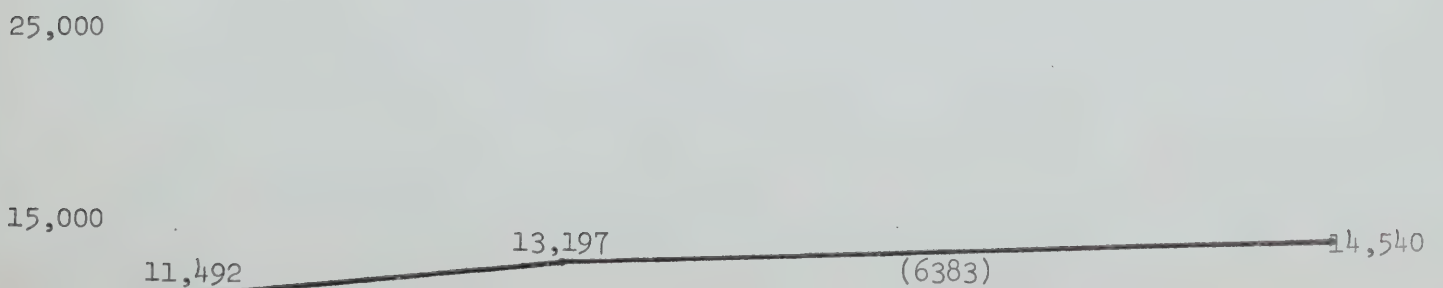
1973

Jan.-June
1974

7/1 - 6/30
1974-75



REFERENCE COMPARISON (Center Only)



New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

PRIVATE FUNDS

<u>Fund</u>	<u>On Hand Dec. 1973</u>	<u>Received Jan-Jn 74</u>	<u>Disbursed 1974</u>	<u>Received 7/74-6/75</u>	<u>Disb.</u>	<u>On Hand 6/30/75</u>
F. S. Allen	10.38	29.12	-0-	58.46	-0-	97.96
James B. Congdon	14.54	14.70	-0-	29.40	30.00	28.64
Geo. O. Crocker	20.49	159.65	138.51	589.53	349.19	281.97
Oliver Crocker	29.58	29.38	43.55	58.76	-0-	74.17
Geo. Howland	9.08	57.14	26.50	109.69	-0-	149.41
Syl. A. Howland	27.62	1784.80	1787.10	4610.67	3423.10	1212.89
Susan Jones	47.10	426.93	444.09	854.06	-0-	884.00
Kempton	4778.45	9448.19	5009.54	24233.22	16189.09	17261.23
E. Mackie	28.77	29.38	32.34	58.76	-0-	84.57
C. Morgan	28.95	29.38	-0-	58.76	-0-	117.09
C. Tripp	746.38	587.59	642.21	1250.96	1588.22	354.50
Florence Waite	14.31	268.87	105.31	379.92	-0-	557.79
Patty Wilcox	160.54	160.47	248.73	321.06	-0-	393.34
Wilks	11182.49	16344.92	18050.55	34324.54	27544.94	16256.46
C. Wood	70.35	68.51	-0-	137.02	-0-	275.88
Restoration Ball	302.46	-0-	-0-	-0-	-0-	302.46
	<u>17471.49</u>	<u>29439.03</u>	<u>26528.43</u>	<u>67074.81</u>	<u>49124.54</u>	<u>38332.36</u>

NEW BEDFORD FREE PUBLIC LIBRARY

Fiscal Report - July 1, 1974 - June 30, 1975

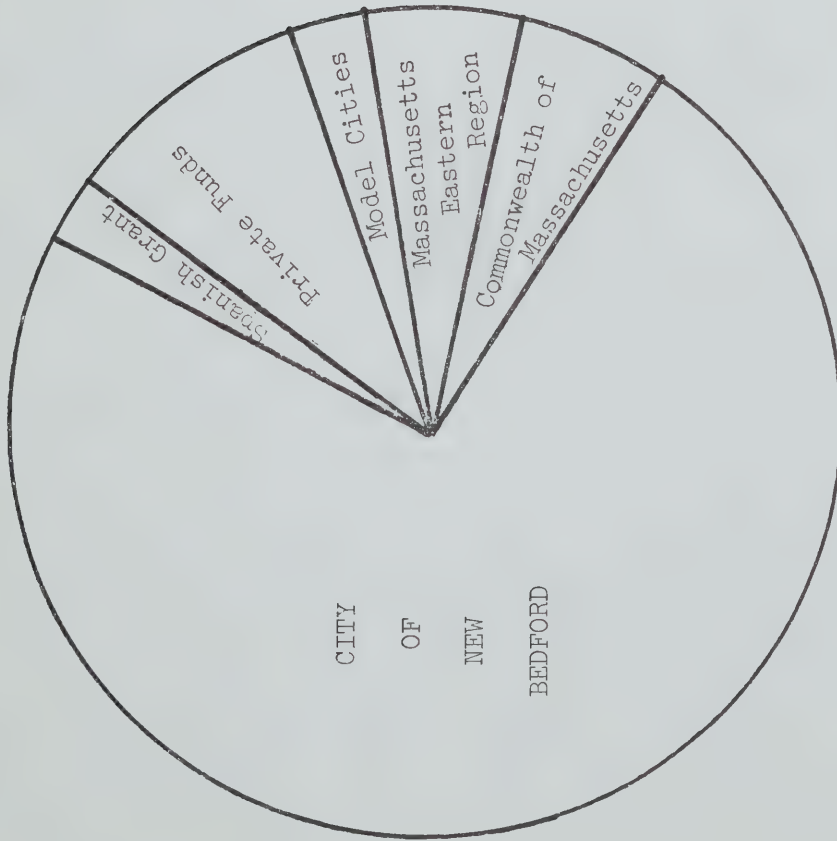
Where it Came From		Where it Went
City of New Bedford	(71.75%) \$448,503.44	Salaries \$437,847.71 (70.0%)
Commonwealth of Massachusetts	(6.11%) 38,166.38	Library Materials 130,319.73 (20.9%)
Massachusetts Eastern Region	(6.37%) 39,813.40	Cost of Operation:
Model Cities	(3.28%) 20,532.00	Heat & Power \$29,904.82
Private Funds	(10.73%) 67,077.31	Processing 8,770.78
Spanish Grant	(1.76%) 11,000.00	Maint. & Repair 9,674.70
		Office & Admin. 4,177.14
		Other 4,398.15
		<u>56,925.59 (9.1%)</u>
TOTAL RECEIPTS	<u>\$625,093.03</u>	<u>\$625,093.03</u>

-7-

	<u>Recommended</u>	<u>Actual</u>
Assessed Valuation:	\$182,383,825.00	70.0%
City Support:	2.5 mils (\$2.50 per thousand)	20.9%
		9.1%

NEW BEDFORD FREE PUBLIC LIBRARY

The Library Dollar



INCOME



DISBURSEMENTS

Assessed Valuation: \$182,383,825.00

City Support: 2.5 mills (\$2.50 per thousand)

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

BRANCH ACTIVITIES

The four branches of the system serve their own neighborhoods which have completely different characteristics. Their activities are, therefore, oriented to the needs of each community as these are expressions of the community's national and cultural traits. The Wilks (north) Branch is the busiest with a circulation of nearly 85,000; the Howland Green (south) Branch has less circulation (28,464), but has more programs for its users who are predominantly Spanish and Portuguese speaking; the Branch also has a greater number of young patrons who make great use of the building but who do not take out the materials. The Howland Green Branch and the Casa da Saudade, also located in the southern part of the city, have more outreach activity and work with the neighborhoods directly in sponsoring and holding classes, art and handicraft shows, discussion groups of youngsters, activity games inside and out; these endeavors attempt to change the impact of the library from that of a purely static source of information to one that is active and vital.

The Wilks Branch was extensively remodelled with the installation of new additional shelving and an area of carpet. This was well received by the community and has had its effect upon the use made of it. The Buttonwood Community Library (the west branch) has catered to its quieter and more mature community very well for fifteen years and will be renovated in the same manner as the Wilks Branch in the coming year. The west branch has the highest use of its community room and much effort and planning has gone into developing children's programs, particularly for the pre-schoolers.

The Bookmobile serves the city communities which are outside of the one-half mile radius from the branches and central. It also has a heavy school schedule during the

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

winter. The range of services was increased by the addition of paperbacks, and the reorganization of its procedures made its operation more efficient.

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

REFERENCE DEPARTMENT

The Reference Department is responsible for supplying information as requested. Its scope includes the Interloan Section, the growing Audiovisual Section, and the Whaling and Genealogy Rooms. It schedules exhibits and film showings at the Central Library and works with the branches in developing film programs there. The Audiovisual Section is responsible for the care and repair of the equipment and the cataloging and listing of audiovisual material. The Whaling and Genealogy Section is another important component of the system's service to Southeastern Massachusetts.

The Reference Department had a 17% increase in questions - 14,540 as compared to last year's 12,417. Part of the increase was due to the upcoming Bicentennial and the rise in unemployment in this area. In addition, as time and personnel allowed, certain areas of the stacks were weeded, and books reordered and updated. Books from Ingraham Hall that did not circulate were removed to the closed stacks to make room for more popular titles.

An official from the U. S. Government Printing Office, Washington, D.C., made a surprise visit and inspected our collection. We passed with flying colors! He also outlined the procedure for eliminating or cancelling an item.

Reference personnel attended three subregional workshops, participating in programs whose topics ranged from the management of a pamphlet file to the reference resources available in various fields of reference work (e.g. science and business). The workshops were held in cooperation with the Mass. Eastern Public Library System. The Regional Administrator arranged for staff specialists from the Boston Public Library to lead some of the workshops. Some reference queries of interest were:

Local activities for wheelchair patients.

How to shoplift!

Does Uncle Sam wear a tie?

Who owns the land between high
and low tides?

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

What are the requirements for a Rhodes Scholarship?	What is a "Blister" card?
Herman Melville's sister - her residence in New Bedford.	Who was "Lemonade Lucy"?

Job resumes, civil service exams, business addresses. Interest in these areas are based on the rise in unemployment.

Genealogy Room and Melville Whaling Room

These two special collections continue to provide researchers in their various subject areas a unique and extensive source of primary and secondary materials. This past year has been guided by the ideal of reaching more people, expanding the service and range of interest so more will find what is pertinent to their interests in these two historical sections. This aim of attracting people from a wider area has been particularly true for the Genealogy Room where local history and the American Revolution are emphasized. In the Whaling Room microfilming and further indexing has improved access to its manuscripts.

The library during this past year has begun a long term project of conserving these valuable documents, books, prints and other important items which if they are to endure must be protected and professionally restored. It is an expensive project which will be carried out over a period of years until all our timeless articles are saved. We have tried to upgrade service as well as the physical condition of the City's library treasures.

Audiovisual Section of the Reference Department

The building of our audiovisual collection involved the processing of more records and tapes than at any previous time. Many new films, filmstrips, and 16mm full length movies were added to the library collections.

Nearly 35% of the work involved the processing of materials and audiovisual equip-

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

ment purchased by the Howland-Green Branch Library through a special Federal Grant. Cassette players, filmstrip viewers and projectors, a movie camera, a slide camera and even a video camera and playback unit were purchased for use primarily at the Howland-Green Branch.

Our adult film programs continued to draw good audiences, especially the Thursday Night programs of full length movies and comedy short subjects, which reached a peak in the January-March period with the total attendance of 2,076.

All but one of our projectors were out for servicing during the year; the Inter-library Loan Projector was stolen from a patron's car and is being reordered.

Respectfully submitted,

Thelma Paine, Head
Reference Department

Bruce Barnes
Genealogy and Whaling Rooms

Peter S. Barney
Audiovisual Section

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

CIRCULATION DEPARTMENT

The Circulation Department is responsible for charging, overdue and registration procedures; it is also in charge of the pages and substitutes, as well as the closed stacks. It is, therefore, fully alert to personnel and procedural changes necessary to the library's growth.

At the beginning of the fiscal year we had an abundance of extra help. We found ourselves with twenty-three Youth Experiences Training Program students assigned to us for the summer. The college work study students as well as the six sent over by the Mayor for the summer were used at the branches throughout the system as well as at the center.

During the course of the year three people were promoted and reassigned to other parts of the system. We received two more people on our work staff under a government employment program. One of these was sent to the Howland-Green Branch after training.

Due to the energy crisis we began closing on Friday evenings.

In May with the help of the College Work-Study students we started to rearrange our overcrowded periodical sections.

In June we did some overdue weeding and completed our plans for our annual "Book Sale".

Respectfully submitted,

Cecelia F. Weaver, Head
Circulation Department

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

JUVENILE DEPARTMENT

After thirty-eight years at the New Bedford Public Library, Miss Charlotte Nye retired for reasons of health. The children and parents of New Bedford appreciated her fine efforts and devotion in creating better library service to the young people of the community. Also during this year, Mrs. Martha Boudreau and Miss Bette Souza left the Juvenile Department and were replaced by Mrs. Janice Davidian and Miss Carolyn Longworth. Mrs. Virginia Egan, at the end of May, took the position vacated by Miss Nye. Children's activities, such as films and class visits, continued throughout the year.

Respectfully submitted,

Virginia Egan
Children's Services Librarian

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

TECHNICAL SERVICES DEPARTMENT

This year has seen the most books cataloged and processed (15,166) since 1950 with the exception of 1971 when we opened the Casa da Saudade. The report now boasts a new section for paperbacks, adult and juvenile fiction and nonfiction (1,712 cataloged and processed), and a new audiovisual section (1,442 items cataloged and processed).

The members of the Technical Services Department worked many hours on the Master Holdings List Project doing the preliminary work before it was placed in the capable hands of the Project Director and his staff.

The final Y.W.C.A. Library Service Statistical Report for September 1974 to June 1975 shows that 738 items were loaned to patients in two nursing homes and 22 shut-ins. We are thankful to Miss Jean Campbell and Mrs. Grace Young of the Y.W.C.A. for sending us the Senior Aides who are indispensable to this service.

Mrs. Stephane Queen, Miss Yvette Boisclair and Miss Pauline Bolduc continued the French Reading Salon meetings. There are so far two groups meeting regularly in the community. At the French Cotillon I asked for more books and possibly films from the French and Canadian Vice Consuls and their wives. We have since received superb books from France and promise of more. We went to Boston to the Canadian Consulate where we received French books and we expect enthusiastic ongoing cooperation.

And last but not least a big heartfelt grateful thank-you to the staff in the Technical Services Department. Our Assistant Cataloger, Mrs. Frances Sanderson, retired at the end of the fiscal year, and May was the first month without her capable productivity and assistance.

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

TECHNICAL SERVICES DEPARTMENT

This year has seen the most books cataloged and processed (15,166) since 1950 with the exception of 1971 when we opened the Casa da Saudade. The report now boasts a new section for paperbacks, adult and juvenile fiction and nonfiction (1,712 cataloged and processed), and a new audiovisual section (1,442 items cataloged and processed).

The members of the Technical Services Department worked many hours on the Master Holdings List Project doing the preliminary work before it was placed in the capable hands of the Project Director and his staff.

The final Y.W.C.A. Library Service Statistical Report for September 1974 to June 1975 shows that 738 items were loaned to patients in two nursing homes and 22 shut-ins. We are thankful to Miss Jean Campbell and Mrs. Grace Young of the Y.W.C.A. for sending us the Senior Aides who are indispensable to this service.

Mrs. Stephane Queen, Miss Yvette Boisclair and Miss Pauline Bolduc continued the French Reading Salon meetings. There are so far two groups meeting regularly in the community. At the French Cotillon I asked for more books and possibly films from the French and Canadian Vice Consuls and their wives. We have since received superb books from France and promise of more. We went to Boston to the Canadian Consulate where we received French books and we expect enthusiastic ongoing cooperation.

And last but not least a big heartfelt grateful thank-you to the staff in the Technical Services Department. Our Assistant Cataloger, Mrs. Frances Sanderson, retired at the end of the fiscal year, and May was the first month without her capable productivity and assistance.

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

Technical Services Department - continued

I am grateful for the support of the Director, Mr. Laurence Solomon, the Technical Services Department, the Staff, and the Community.

Respectfully submitted,

Pauline Bolduc, Head
Technical Services Department

New Bedford Free Public Library
Annual Report Fiscal Year 1974-75

CUSTODIAL DEPARTMENT

The year 1974 thru 1975 shows a slow period due to the state of the economy, and the very limited amount of money in our budget.

The custodial staff was busy making repairs and cleaning four branch buildings and the main library.

Highlights of our year were:

Replacement of a large section of a branch roof and the installation of drains and sidewalk to control erosion.

Installation of an intruder alarm at our South Branch.

Repair and replacement of worn carpet on the stairs of the Central Library.

Respectfully submitted,

Gabriel P. Souza, Supervisor
Custodial Department

